



City of Atlanta Bureau of Buildings

Checklist for Submission of plans for Additions to One and Two Family Residences Accessory Buildings and Site Improvements

The City of Atlanta is enforcing the CABO One and Two Family Dwelling Code 2000 Edition, as amended.

I. GENERAL REQUIREMENTS

- a. Four *separate* Site Plans including one tree inventory/removal/replacement plan (2 *photo's are necessary if no trees are to be disturbed*)
- b. Two complete sets of Architectural/Structural plans (*plans must be on porous paper*)
- c. Plans must be released for construction
- d. All plans must be accurate, legible, with dimensions and drawn to a standard scale.

II. SITE PLAN

- a. Must show and clearly identify the location of house, driveway and all other proposed improvements to be constructed (fence, walls, patios, accessory buildings, pools, etc.)
- b. A recent survey may be required for additions, accessory buildings, driveways and site improvements. (A survey sealed by a Georgia Registered Land Surveyor may be required)
- c. All additions and other proposed site improvements must be identified.
 - i. Indicate lot coverage*
 - ii. Indicate floor area ratio**
 - iii. Show parking
 - iv. Show dimensions of all setbacks (such as 7' from the property line to the house)
 - v. Indicate any existing 100-year flood plan limits, elevations, any "water of the state" limits, any drainage course or swales, any wetlands, etc.
 - vi. Indicate any existing easements and their dimensions
- d. Must show erosion and sedimentation control devices:
 - i. Silt fence
 - ii. Construction exit
 - iii. Provide an appropriate soil and erosion control plan showing all required best management practices.
- e. Grading Plan

- i. Show existing and proposed ground contours
 - ii. List separately both cut and fill earth quantities in cubic yards
- f. Tree Ordinance Compliance
 - i. On Site Plan provide existing tree inventory, (diameter at breast height and specie) four (4) foot protection fencing, removals (including total inches removed) and replacement (2 ½" caliper minimum shade trees)
 - ii. If trees are removed, property must be posted with at least 15 days waiting period before plans can be approved. *Call City Arborist at 404-330-6874 for further information.*
 - iii. If no trees are to be disturbed provide two (2) *different* photos of the site.

III. CONSTRUCTION DETAILS

- a. Floor Plans
 - i. For additions show at least the floor plan of the addition and the floor plan of the part of the house to which it is attached as well as:
 - ii. Show window and door sizes
 - iii. Show thickness of walls
 - iv. Show room names (such as master bedroom, bathroom, closet, etc.)
 - v. Show width of stairs, height of riser/tread, handrails and detail.***
 - vi. Show finished ceiling height
- b. Structural Details
 - i. Show a Typical Wall Section detail including foundation through roof.
Note: The following may be required based on the size and complexity of the proposed construction.
 - ii. Specify size and type of new structural components
 - 1. Girders, Beams, Headers, Joists and Rafters
 - 2. Columns
 - 3. Trusses (vendor specifications required)
 - 4. Interior Footing and Foundations
 - iii. Show egress components-stair & ramp***
 - iv. Show floor framing plans for each level; ceiling and roof framing plan***
Note: If using pre-engineered building structural components, submit technical specification for verification of code compliance from manufacturer.
- c. Elevations
 - i. Two elevations, minimum for additions.
 - ii. Show all openings and wall finish
 - iii. Plan Reviewer may require additional structural detail.
- d. Foundation Plan
 - i. Footing and turndown slab
- e. Roof Plan
 - i. Show all framing members (with reinforcing call-outs), rafters, sizes for beams and headers.
- f. Deck Detail***
 - i. Floor Plan
 - ii. Size and type of structural components: Girders; Beams; Columns/Posts
 - iii. Column/Post foundation
 - iv. Column/Post structural connections with footing and beam/girders

- v. Deck attachment detail to main structure
- vi. Exist stairs or ramps
- vii. Handrail/guardrail detail with attachment to floor
- g. Accessory Structures*** (detached garages; storage space; pool house, etc)
 - i. Follow applicable Construction Detail steps as previously described.
 - ii. Accessory structures may not exceed:
 - 1. 20 feet in height
 - 2. 30% of the total floor area of the main structure
 - 3. more than 1/3 of the rear yard
- h. Earth Supporting Structures***
 - i. Retaining Wall(s) less than 10 feet in height may be approved utilizing designs from recognized engineering publications.
 - ii. Retaining Wall(s) greater than 10 feet in height must be designed by a Professional Engineer.

IV. PERMIT FEES

- a. Building Permit Fee is \$5.00 per \$1,000 of total cost of job (\$50.00 minimum)
- b. Impact fees are only applicable for a change in number of living units.
 - i. Redevelopment and/or Change of Use adjustments may apply.
Note: affordable Housing Exemptions available-Call Bureau of Housing at 404-330-6390 for further information. Empowerment Zone, Linkage Community and other exemptions are also available-Call Bureau of Planning at 404-330-6145 for eligibility.
- c. A separate permit is required by a licensed professional from:
 - i. Electrical***(404-330-6180)
 - ii. HVAC***(404-330-6264)
 - iii. Plumbing***(404-330-6170)
- b. Sewer Tap Permits*** and “Pay as you Enter” fees (\$30.00)*** are issued by the Department of Watershed Management (404-330-6089).
- c. Water Tap Permits*** are issued by Department of Watershed Management (404-330-6091)

*****If applicable**